

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Monday 18th December 2017 in the Zebon Community Centre, Danvers Drive. Please refer to the minutes of the next meeting for any amendments

Present

Cllr David Jackson - Chairman

Cllr Clive Eastwood

Cllr Dan Bunter

Cllr Peter Kenaghan

Mrs Angela Sayers

Mrs Lucy Norris

107/17 APOLOGIES FOR ABSENCE

Cllr Julia Ambler, Cllr Indra Sinka

108/17 MINUTES OF PREVIOUS MEETING

Finance minutes from the meeting of November 2017 (96/17 – 106/17).

RESOLVED

Minutes 96/17 to 106/17 were agreed as a true record and signed by the Chairman.

109/17 CHAIRMAN'S ANNOUNCEMENTS

None.

110/17 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None.

111/17 CONSIDER CRIME AND DISORDER IMPLICATIONS

The Chairman reminded members of their duty to consider any crime and disorder implications that might arise from any decision that they might make at this meeting.

112/17 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

113/17 CHEQUES FOR SIGNATURE

The cheques were signed.

114/17 Zebon Copse Centre (ZCC)

Internal Maintenance

Oven Cleaning

The FC discussed a quote for the oven cleaning.

RESOLVED

The FC approved the quote for £100 from Flash Oven Cleaning

ACTION

CM to action.

Annual Service of Intruder Alarm

The FC discussed quotes for the annual service of the intruder alarm.

RESOLVED

The FC approved the quote from Alastair Clark for £90 for the annual service.

ACTION

CM to action

Handyman Service

The FC discussed the quote for the current list of jobs required at the centre.

RESOLVED

The FC agreed the quote of £225 from T3 Handyman

The FC agreed a max budget of £100 to cover materials

ACTION

CM to action

Removal of items from ZCC by Fisk Gardening Services

The FC discussed the quote to remove the following items from the centre

- 17 x old pink banquet chairs
- 01 x pallet
- 01 x broken shredder
- 01 x damaged whiteboard
- 01 x external noticeboard

RESOLVED

The FC agreed the quote of £56 from Fisk Gardening Services to remove rubbish from the centre.

ACTION

CM to action

New shredder for Office

The FC discussed the two models presented to the FC for consideration.

RESOLVED

The FC agreed a max budget of £200 for a new shredder.

ACTION

CM to action

Clrs to advise CM on the type of model to purchase.

External Centre Maintenance

Pitch treatment – extra aerating/slitting

The FC discussed the quote, timings and possible solutions for the pitch treatment.

RESOLVED

The FC approved the quote for £399.60 from Winchfield.

ACTION

CM to action

Self-binding gravel solution / front of centre landscaping

The FC discussed the quote and agreed to defer the decision until the January 2018 FC meeting.

ACTION

The FC agreed to defer this decision until the next FC meeting in January 2018.
Clive to investigate options for the next FC meeting.

Minor Issues

The FC discussed the request by a regular user to take photos of the meeting room for their website.

RESOLVED

The FC agreed to photos of the meeting room being used.

ACTION

CM to action

First Aid Training Course

The FC discussed the quote for a 1 day course for the CM.

RESOLVED

The FC agreed the quote of £135 from St John's Ambulance.

ACTION

CM to action

115/17 FINANCE

(i) November Accounts

RESOLVED

The FC approved the November Report of the RFO.

(ii) Street Maintenance

Leaf Blowing

The RFO advised the FC that she had received a quote for the leaf blowing.

RESOLVED

The FC approved the quote from Fisk Gardening for £730 for leaf blowing.

ACTION

RFO to action

Notice Boards

The RFO advised the FC that she had received a quote to install the 2 notice board replacements– one at the top of Brandon Road and one half way along Brandon Road where the open grass area is.

RESOLVED

The FC approved the quote for £294 from Fisk Gardening Services

ACTION

RFO/Clerk to action

Lea Green

The RFO asked the FC to approve a quote to clear the rubbish again at Lea Green.

In summary we have already approved at our FC meeting in June 17 to clear the ditches with the work planned for Dec17 /Jan18. However before we can do that we need to remove the rubbish again.

RESOLVED

The FC approved the quote of £462 from Fisk Gardening Services to clear the rubbish at Lea Green.

ACTION

RFO to action

(iii) 2018 Meeting Dates

The FC discussed the proposed meeting dates for 2018.

2018	CVPC Meeting		FC/ Planning	
January	Monday	8th	Monday Thurs	22nd 25th
February	Monday	5th	Monday	19th
March	Monday	5th	Monday	19th
April	Monday	9th	Monday	23rd
April	Monday	16th		
May	Monday	14th	Thurs	24th
June	Monday	4th	Monday	18th
July	Monday	2nd	Monday	16th

August		no meeting	Monday	6th
August		no meeting	Monday	20th
September	Monday	3rd	Monday	17th
October	Monday	1st	Monday	15th
November	Monday	5th	Monday	19th
December	Monday	3rd	Monday	17th

RESOLVED

The FC & Planning meeting dates for 2018 were agreed.

116/17 NEIGHBOURHOOD PLAN

No update

117/17 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Agenda Items for January FC meeting

Front of centre

Agenda Items for January CVPC meeting

Grant form for disabled access

Dates of meeting for 2018 - above

The meeting closed at 20.49pm